

Shrijita Basu Dhar

Academic Counsellor (Intern)

New CG Road, Chandkheda
Near ONGC Colony, 382424

+91-9327822077
basudhar.shrijita@gmail.com

Linkedin Profile:
[Shrijita Basu Dhar](#)

Skills

I am well-versed with modern technology and try to remain updated about recent developments like MS Office and web-based tools etc.;

My experiences as Head Girl and later as part of various volunteer initiatives have given me a unique perspective towards conflict management, teamwork and effective communication;

I am fluent in English, Hindi and Bengali.

Experience

PDPU / Intern-Academic Counsellor

February 2020 - PRESENT, Gandhinagar

I am a part of the Admissions Office, involved in handling applicant queries throughout the admission cycle as an initial point of contact.

VP Digit / Intern- Copywriter

August 2017 - October 2017, Remote

My work involved a variety of tasks ranging from email management to preparing drafts for Ebooks. The position was a part-time opportunity where I was required to work for 15-20 Hrs per week.

Appen / Individual Contractor

April 2017 - June 2017, Remote

As part of my role, I was tasked to evaluate web content based on predefined criteria.

Education

IGNOU, LD Arts College / MA

July 2019 - July 2021, Ahmedabad

Pursuing MA in Public Administration with research and/or teaching interests in Environmental Policy and Governance.

MSU Baroda / B.Sc. (Hons.)

July 2015 - July 2018, Vadodara

Graduated with 69% in the field of Geology along with Physics and Chemistry as elective subjects.

HSC, CBSE / Science

July, 2014 - May, 2015, Udaipur

Awards

-
- Felicitated by Bharat Vikas Parishad for "Outstanding Academic Records and Participation in Activities".
 - Certificate of Merit for scoring 10 CGPA in SSC- 2013.
 - SOF 3rd International English Olympiad - 2013

School Rank: 1 City Rank: 24 State Rank: 327 International Rank: 10173

- Won Second Prize in Essay Writing Competition (Junior Category) from 600 applications, organized by UdaipurTimes.
- Participated and won accolades in Shloka Competitions organized by Arya Samaj for three consecutive years.